

**CFO/CAO or CFO/CAO Designated Personnel CWIP Reconciliation Review Checklist**

Quarter and Fiscal Year: \_\_\_\_\_

CFO/CAO Signature and Date: \_\_\_\_\_

**OR**

CFO/CAO Designated Personnel Signature and Date: \_\_\_\_\_

Review Question	Answer (Yes/No)	Explanation/Comments
<b>1</b> Has a CWIP reconciliation been submitted for your review and signature for every CWIP activity that is your responsibility?	Yes No	
<b>2</b> Has each CWIP reconciliation been signed by the CWIP Activity Manager?	Yes No	
<b>3</b> Has the CWIP Activity Manager’s CWIP Reconciliation Review Checklist been completed for each CWIP reconciliation that has been submitted for your review and signature?	Yes No	
<b>4</b> Do the CWIP reconciliations include all the project and task codes that are your responsibility to reconcile?	Yes No	
<b>5</b> Are all the CWIP activities that are your responsibility accurately reported on the CWIP Activity Database reports (see the NOAA CWIP website)?	Yes No	
<b>6</b> Any additional comments/information regarding the CWIP Reconciliations:		